

**Single Levy Proposed Tax Rate Worksheet
Report 694**

Form PT-245
pt-245.xls Rev. 2/01

County: _____ Tax Year: _____

Taxing Entity: _____ Levy/Fund: _____

Budgetary Information

1. **Budgeted revenue** (total budgeted revenue from Report 693)

Valuation Summary

2. Adjusted value on tax rolls (from column 7 of Report 697)	<input type="text"/>
3a. Three-year BOE average rate (provided by State Tax Commission)	<input type="text"/>
3b. Real property taxable value (From column 2 of Report 697)	<input type="text"/>
3c. BOE adjustment (line 3a multiplied by line 3b)	<input type="text"/>
4. Sum of valuations (line 2 less line 3c)	<input type="text"/>
5. Five-year average tax collection rate (provided by State Tax Commission; enter as decimal) ..	<input type="text"/>
6. Adjusted sum of valuations (line 4 multiplied by line 5)	<input type="text"/>
7. Proposed tax rate (line 1 divided by line 6; use six decimal places)	<input type="text"/>

Certification by Taxing Entity

I, _____, as authorized agent, do hereby certify that the budgetary amount from property tax revenue listed above was adopted and approved in compliance with all requirements prescribed by law.

Signature: _____ Date: _____

Certification by County Auditor

I, _____, as County Auditor certify that I have examined the information submitted on this statement and have found it to be true and correct.

Signature: _____ Date: _____

Instructions Single Levy Proposed Tax Rate Worksheet Report 694	Form PT-245 pt-245-inst.doc Rev. 2/01
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Prepared by: Statutory reference: Due date:	Taxing entities UCA §59-2-913 June 22
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General Information

Report 694 is used to calculate the current year's **proposed tax rate**. County auditors shall complete **all** but Lines 1 and 7 **before** sending the tax rate worksheet to each taxing entity.

Instructions

Line 1 – Budgeted Revenue

Enter the amount of budgeted property tax revenue for the current calendar year from the Report 693.

Line 2 – Adjusted Value on Tax Rolls

Enter the amount from column 7 of Report 697. This value is the total locally and centrally assessed values adjusted by RDA values.

Line 3a – Three-Year BOE Average Rate

Enter the three-year Board of Equalization average rate as reported by the State Tax Commission.

Line 3b – Real Property Taxable Value

Enter the amount from column 2 of Report 697. This is the total value of real property for the taxing entity.

Line 3c – BOE Adjustment

Multiply line 3a by line 3b and enter the result here. This is the total Board of Equalization adjustment.

Line 4 – Sum of Valuations

Subtract line 3c from line 2 and enter the result here.

Line 5 – Five-Year Average Tax Collection Rate

Enter the five-year average collection rate as calculated and reported by the Tax Commission. Enter the number as a decimal.

Line 6 – Adjusted Sum of Valuation

Multiply line 4 by line 5 and enter the result here. This amount is the sum of the valuation for the taxing entity.

Line 7 – Proposed Tax Rate

Divide line 1 by line 6 and enter the result here. This calculation should be carried to six decimal places.

Verification

County auditors review all computations made by the taxing entities and forward them to the Tax Commission.